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October 5, 2010

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H. *Jonathan E. Fielding*  
Director and Health Officer

SUBJECT: **SOLE SOURCE AGREEMENT WITH TO HELP EVERYONE CLINIC, INC.**

The Department of Public Health (DPH) Office of AIDS Programs and Policy (OAPP) requests to enter into a sole source agreement with To Help Everyone Clinic, Inc. (T.H.E. Clinic) to provide routine Human Immunodeficiency Virus (HIV) testing in clinical settings, effective upon execution by both parties through September 29, 2014, in the cumulative maximum obligation of \$400,000, fully offset by funding from the Centers for Disease and Control Prevention (CDC).

T.H.E. Clinic meets the CDC's requirements of a qualified provider. The requirements are to: 1) serve disproportionately underserved populations, primarily African American; 2) provide a range of non-HIV services which include primary and preventive medical services into which HIV testing can be incorporated; and 3) operate a clinic geographically located in the communities it serves.

DPH OAPP received funding for a second phase of its Expanded Testing Initiative (ETI), which partners with agencies to provide routine HIV testing services to reach vulnerable populations that continue to be disproportionately affected by HIV, with an emphasis on African Americans. In the first phase of ETI, T.H.E. Clinic participated as a partner to provide routine testing services. In planning for the second phase of the ETI program, the CDC strongly recommended that OAPP continue contracting with T.H.E. Clinic to ensure their crucial participation in assisting OAPP to meet the requirements stipulated by the CDC. As a partner in the ETI Program, T.H.E. Clinic is expected to perform 3,600 or approximately 8.25 percent of the program's projected 29,666 annual HIV tests.

If you have any questions or need additional information, please call me.

JEF:MJP:kah:yl

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors